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3 **NONINSTRUCTIONAL OPERATIONS**

4
5 District Safety

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7 For purposes of this policy, “*disaster means the occurrence or imminent threat of damage, injury, or loss*
8 *of life or property*”.

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10 The Board recognizes that safety and health standards should be incorporated into all aspects of the
11 operation of the District. Rules for safety and prevention of accidents shall be posted in compliance with
12 the Montana Safety Culture Act and the Montana Safety Act. Injuries and accidents shall be reported to
13 the District office.

14
15 The board of trustees has identified the following local hazards that exist within the boundaries of its
16 school district:

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18 Fire, Earthquake, High Winds, Intruders, Firearms, etc.

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20 The building principal shall design and incorporate drills in its school safety or emergency operations
21 plan to address the above stated hazards. The trustees shall certify to the office of public instruction that a
22 school safety or emergency operations plan has been adopted. This plan and procedures shall be
23 discussed and distributed to each teacher at the beginning of each school year. There shall be at least
24 eight (8) disaster drills a year in a school. All teachers shall discuss safety drill procedures with their
25 class at the beginning of each year and shall have them posted in a conspicuous place next to the exit
26 door. Drills must be held at different hours of the day or evening to avoid distinction between drills and
27 actual disasters. A record shall be kept of all fire drills.

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29 The trustees shall review the school safety or emergency operations plan periodically and update the plan
30 as determined necessary by the trustees based on changing circumstances pertaining to school safety.
31 Once the trustees have made the certification to the office of public instruction, the trustees may transfer
32 funds pursuant to Section 2, 20-1-401, MCA to make improvements to school safety and security.

33
34 To ensure a safe school setting and to comply with regulations governing schools in Montana, the
35 following safety measures shall be implemented in the District:

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37 (a) Janitorial and other storage areas that contain toxic or hazardous materials must be kept locked
38 between periods of use. Custodial closets, boiler rooms, and other areas where hazardous or
39 poisonous compounds are stored must be inaccessible to students.
40
41 (b) All cleaning compounds and other toxic chemicals not stored in the product container or
42 package in which it was obtained must be stored in a labeled container that clearly identifies
43 the product by name.
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45 (c) Chemicals must be stored as specified by the chemical's Safety Data Sheet.
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47 (d) The school and school site must be free of objects or conditions which create unreasonable or
48 unnecessary dangers to health or safety.
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- (e) First aid kits and AEDs must be provided and stored in accessible locations that are easily identifiable to staff and trained personnel.
- (f) Playground and school yards must be inspected every month by the facility manager or other school personnel and the inspection must be recorded and records kept on the school site. Inspections must be conducted using a playground safety checklist approved by DPHHS.
- (g) Playground inspection results must be made available for review by the local health authority or DPHHS upon request.
- (h) Periodic maintenance and repair must be performed on playground equipment according to the manufacturer's specifications. Repairs, not including the leveling of fall protection material, must be documented.
- (i) Playground equipment must be maintained in a safe condition.

Legal Reference:	§ 20-1-401, MCA	Disaster drills to be conducted regularly – districts to identify disaster risks and adopt school safety plan
	§ 20-1-402, MCA	Number of disaster drills required – time of drills to vary
	§§ 39-71-1501, et seq., MCA	Montana Safety Culture Act
	37.111.812, ARM	Safety Requirements

Policy History:

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